

5 July 1978

MEMORANDUM FOR: Deputy Director for Administration
Director, National Foreign Assessment Center
Deputy Director for Operations
Deputy Director for Science and Technology
Chairman, E Career Service

FROM : Frank C. Carlucci
Deputy Director of Central Intelligence

SUBJECT : Evaluation of EEO Performance

1. It has come to my attention that many supervisors are not routinely evaluated on their performance in the area of equal employment opportunity [REDACTED]

[REDACTED] Supervisory and managerial commitment to the EEO policy, objectives and programs of the Agency is essential, and, to ensure this commitment, there must be a procedure for accountability.

2. Effectively immediately, therefore, the EEO responsibility of all supervisors and managers will be stated as a specific duty in Section C of Form 45 and given a letter rating. The rated officer's performance related to this duty will also be characterized in the narrative portion of the Fitness Report. The procedure will be adapted accordingly if a memorandum is submitted in lieu of Form 45.

3. To assist you in implementing this procedure and to preclude its becoming a pro forma exercise, a list of specific responsibilities that should be considered during EEO performance evaluation and suggested definitions for overall EEO performance levels are contained in Attachment.


Frank C. Carlucci